

Sample Interagency Agreement

The Department of Personnel Administration (hereafter "DPA") and the Department of _____ (hereafter "_____"), agree as follows:

Statement of Work

DPA shall provide to _____ the following drug testing program services:

- Statewide 24 hours/7 days-a-week urine collection/breath alcohol testing services using Evidential Breath Testing devices and trained Breath Alcohol Technicians.
 - Laboratory services to perform chemical analyses of urine specimens to determine whether a person from whom the specimen was taken has been using certain types of drugs and/or alcohol.
 - Medical Review Officer services for the review of urine and alcohol test results.
 - Expert testimony at appeal or court hearings as required by the State.
 - Statewide training and information services for impacted employees, supervisors, managers and training for trainers through a system which may include on-site training, video cassettes and/or self-study training materials.
- Random selection and notification services for the random testing component of the Commercial Driver License testing program.
 - Automated personnel database and recordkeeping system.
 - Annual management information system report.
 - A statewide network of Substance Abuse Professional (SAP) services that provide face-to-face SAP services for affected employees of the State of California.

*ONLY for
DOT,
USCG or
BU06
programs.*

Term of Agreement

The term of this Agreement is _____ through _____.

Amount Payable

The total amount payable under this Agreement shall not exceed \$_____.

The Department shall pay all of the following fees and charges:

Annual fees

- An annual fee of up to \$71 per employee covered by FHWA Regulations 49 CFR Part 382, et al.
- An annual fee of up to \$71 per employee covered by USCG Regulations 46 CFR 16 and 4.
- A fee of up to \$25 per test for employees covered by DPA Rules 599.960-599.966 and SPB Rules 213.0-213.6.

Substance Testing Services

Urine Drug Testing Services

8:00 a.m. - 5:00 p.m.	\$ 52.00
5:00 p.m. - 12:00 a.m.	\$ 52.00
12:00 a.m. - 8:00 a.m.	\$ 52.00

Breath Alcohol Testing Services

8:00 a.m. - 5:00 p.m.	\$ 34.00
5:00 p.m. - 12:00 a.m.	\$ 34.00
12:00 a.m. - 8:00 a.m.	\$ 34.00

Laboratory Services

Extra Services

Blind Specimens	\$ 0.00
Flawed Specimens	\$ 0.00
D/L Isomer Tests	\$ 0.00
6-MAM Tests	\$ 0.00
Adulteration Screening	\$ 0.00
Fee for Consultant/Expert Testimony	\$149.00/Hour

Mobile/24-Hour Collection Services

Breath Alcohol Testing

8:00 a.m. - 5:00 p.m.	\$ 34.00
5:00 p.m. - 12:00 a.m.	\$ 34.00
12:00 a.m. - 8:00 a.m.	\$ 34.00
Holidays/Weekends	\$ 34.00

Urine Drug Testing

8:00 a.m. - 5:00 p.m.	\$ 75.00
5:00 p.m. - 12:00 a.m.	\$100.00
12:00 a.m. - 8:00 a.m.	\$100.00
Holidays/Weekends	\$100.00

Other Fees

Waiting Time	\$ 30.00/Hour
Mileage Rate	\$ 0.50/Mile

Training and Informational Services

Supervisor/Manager Training (4 Hours)	\$ 0.00
Employee Training (4 Hours)	\$ 0.00
Training for Trainers (4 Hours)	\$ 0.00

Substance Abuse Professional Services

Employee Evaluations	\$525.00/case
Consultant/Expert Testimony Fee	\$200.00/hour

Upon request, the Contractor agrees to provide training regarding drug testing and Chain of Custody procedures to designated State employees and/or collection site personnel. This shall

be provided at the rate specified by the Contractor in its bid proposal which as been incorporated into this Agreement.

Invoicing and Payment for Services

DPA shall submit invoices monthly, in arrears, to the Department including the Department's name, the number of this Agreement, the period of time covered and an itemization of charges. Invoices shall be submitted to:

The Department shall pay each invoice no later than 30 days after the billing date of that invoice. Each payment shall be accompanied by a statement detailing the amount paid against each charge, in addition to the monthly sum paid. Each payment shall be mailed to:

Julie Lowe
Department of Personnel Administration
Benefits Division
1515 S Street, North Building, Suite 400
Sacramento, CA 95814-7243

Failure to provide DPA with prompt payment, as specified, in this Agreement, may result in Department's employees being withheld from a random draw.